

COURT SERVICES COMMITTEE
MINUTES
AUGUST 3, 2017
5:00 PM

PRESENT: Temporary Chairman – Catie Sheehan, Vice Chairman- Abe Forsyth, Clyde Bunch, Tony DelGiorno, & Pam Deppe

MEMBERS NOT PRESENT: John O'Neill & Todd Smith

OTHERS: David Durall, Suzann Maxheimer, Terry Moore, Bob Scherschligt, & Mary Carter (secretary)

Temporary Chairman Sheehan called the meeting to order at 5:02 pm. ***Bunch made a motion to approve the minutes from July 6th. Deppe seconded. Motion carried (4-0)***

New Business:

Department Updates:

Court Administration: – Suzann Maxheimer

- Approval to hire a part time Data Coder up to 19 hrs/week at a salary of up to \$17,907.50 effective 9/1/17. Suzann said that this hire is contingent on grant money. The grant has been applied for. ***Bunch made a motion to approve and Deppe seconded. Motion carried (5-0)***

Court Services: - Terry Moore (for Mike Torchia)

- Approval to hire a Probation Officer at an annual salary of \$37,506 effective 9/25/17. Previous employee will be leaving the payroll on 8/25/17. ***Bunch made a motion to approve and Forsyth seconded. Motion carried (5-0)***

The Juvenile Detention report: average daily population is 17.23 for July. Average for the year is 14.40. Capacity is 16. We are running at 90.0% capacity rate.

Circuit Clerk: -David Durall (for Paul Palazzolo)

- Approval to hire a replacement Passport Clerk at an annual salary of \$29,000 effective 8/29/17. Previous employee left the position on 7/13/17.
- Approval to hire a replacement Civil Support Clerk at an annual salary of \$26,691.22 effective 9/12/17. Previous employee will leave the payroll on 8/4/17.
- Approval to hire a replacement Part Time Court Clerk at an hourly rate of \$11.14/per hour effective 8/27/17. Previous employee left the payroll on 7/27/17. ***Bunch made a motion to approve all hires for the Circuit Clerk's office. DelGiorno seconded. Motion carried (5-0)***

DelGiorno asked Durall about the e-file process and he said that they have a meeting with the vendor in a couple of weeks and hope to roll out the e-filing by the Fall.

Public Defender:

- Approve a promotion/salary adjustment for JW Pierceall, Asst Public Defender- part time, with an increase in annual salary from \$27,405 to \$30,000 effective 7/26/17. ***Bunch made a motion to approve and DelGiorno seconded. Motion carried (5-0)***

The requisitions were reviewed and signed. *Bunch made a motion for requisition approval and DelGiorno seconded. Motion carried (5-0).*

There was no old business or public comment. *Forsyth made a motion to adjourn, seconded by DelGiorno. The motion carried (5-0) and the meeting was adjourned at 505pm.*

APPROVED